

## JOB DESCRIPTION

<b>Agency</b>	Department of Education		<b>Work Unit</b>	Early Childhood Education and Care	
<b>Job Title</b>	Early Childhood Program Advisor		<b>Designation</b>	Senior Teacher 1	
<b>Job Type</b>	Full Time		<b>Duration</b>	Fixed to 31/12/2019	
<b>Salary</b>	\$116,331		<b>Location</b>	Alice Springs	
<b>Position Number</b>	27675	<b>RTF</b>	172144	<b>Closing</b>	22/08/2019
<b>Contact</b>	Regina Thompson, Director Families as First Teachers on 08 8999 3520 or <a href="mailto:Regina.thompson1@nt.gov.au">Regina.thompson1@nt.gov.au</a>				
<b>Agency Information</b>	<a href="http://www.education.nt.gov.au">http://www.education.nt.gov.au</a>				
<b>Information for Applicants</b>	<b>Applications must be limited to a one-page summary sheet and an attached resume/cv</b> For further information for applicants and example applications: <a href="#">click here</a>				
<b>Information about Selected Applicant's Merit</b>	If you are selected and accept this position, a detailed summary of your merit (including work history, experience, qualifications, skills, information from referees, etc.) will be provided to other applicants, to ensure transparency and better understanding of the reasons for the decision. For further information: <a href="#">click here</a>				
<b>Inclusion &amp; Diversity</b>	The NTPS values diversity and aims for a workforce which is representative of the community we serve. We strongly welcome and encourage people from all diversity groups to apply and strive to accommodate people with disability by making reasonable workplace adjustments when required. If you require an adjustment for the recruitment process or job, please discuss this with the contact officer.				
<b>Special Measures</b>	Under an approved Special Measures recruitment plan, Aboriginal and Torres Strait Islander applicants will be given priority consideration and preference in selection for this vacancy if they meet all essential selection criteria and are suitable at the position level.				
<b>Apply Online Link</b>	<a href="https://jobs.nt.gov.au/Home/JobDetails?rtfid=172144">https://jobs.nt.gov.au/Home/JobDetails?rtfid=172144</a>				

**Primary Objective:** Take responsibility for the coordination of a range of early childhood and parenting support programs in remote communities across the region. Program Advisors are the primary source of advice for the Early Childhood Coordinator to support mobile early childhood (birth to 5 years) and parenting programs.

**Context Statement:** The Early Childhood 0-5 Program, including Preschool, is a new initiative which is in line with the DoE Strategic Plan Goal 1; A Great Start for children, successful learning starts from birth. DoE are committed to working with families so children have the best possible start in life and begin school ready to learn. This position requires extensive remote travel by road to support the establishment and ongoing quality improvement of 0-5 programs in small Indigenous communities in the South Region.

### **Key Duties and Responsibilities:**

1. Provide pedagogical leadership and advice to remote staff in early childhood education, family and parenting support and community development.
2. Work with school principals and remote staff to develop, implement, monitor and evaluate early childhood education and parenting support programs, and liaise with the Early Childhood Coordinator on early childhood education and parenting support programs.
3. Provide leadership and advice in local capacity building and assist with performance management of program staff, and support assessment and delivery of accredited training courses for enrolled remote staff.
4. Build and strengthen partnerships with a range of regional and local stakeholders to facilitate service integration at community and regional levels.
5. Work in collaboration with ECEC to maintain program fidelity and inform development of policies and procedures.

### **Selection Criteria**

#### **Essential:**

1. Registration or ability to obtain registration with the Teacher Registration Board of the Northern Territory.
2. Degree in Early Childhood education and demonstrated relevant experience in early childhood education.
3. Demonstrated knowledge and understanding of Indigenous societies and cultures and the impact of issues affecting the early learning and development of young Indigenous children.
4. Demonstrated experience and skills in community consultation, interagency collaboration, mediation and negotiation.
5. Demonstrated skills in planning and implementation and financial and personnel management.
6. Ability to interact effectively with people from diverse cultures.

#### **Desirable:**

1. Certificate IV in Training and Assessment

**Further Information:** All applicants must be registered with the Teacher Registration Board of the Northern Territory and a current Working with Children Notice (Ochre Card) from SAFE NT. They must also hold a current Northern Territory Drivers Licence.